

Membership Balance Plan United States Army Science Board

Agency: Department of Defense (DoD)

- 1. Authority:** The Secretary of Defense, under the provisions of the Federal Advisory Committee Act (FACA) of 1972, (5 U.S.C., Appendix, as amended) and 41 CFR § 102-3.50(d) (agency authority), established the United States Army Science Board (hereafter referred to as “the Board”).
- 2. Mission/Function:** The Board, under the provisions of FACA, shall provide independent advice and recommendations to the Secretary of Defense, through the Secretary of the Army, on matters relating to the Army’s scientific, technical, manufacturing, acquisition, logistics, and business management functions, and other matters as determined by the Secretary of the Army.

The Board is not established to advise on individual DoD or Department of the Army procurements, but instead shall be concerned with the pressing and complex technology and business management issues facing the Department of the Army.

- 3. Points of View:** The Board shall be comprised of not more than 60 members who are eminent authorities in one or more of the following disciplines: science, technology, manufacturing, acquisition, logistics, business management functions, and other matters of special interest to the Department of the Army. Candidates for appointment are typically selected from academia, industry/business, Federally-Funded Research and Development Centers (FFRDCs), non-profit organizations, and National Laboratories.

The Department of Defense, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals and bases its selection on this review and the subject matter being handled by the Board. The Department has found that viewing the complex issues facing the Army through a multidiscipline advisory committee provides the Department and, more importantly, the American public, with a broader understanding of the issues on which to base subsequent policy decisions.

Each member, based upon his or her individual and professional experiences, provides his or her best judgment on the matters before the Board, and he or she does so without representing any particular point of view and in a manner that is free from conflict of interest. Board members appointed by the Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed to serve as experts and consultants under the authority of 5 U.S.C. § 3109 and to serve as special government employees. Board members shall be appointed on an annual basis by the Secretary of Defense.

The Board’s membership balance is not static and the Secretary of Defense may change the membership based upon work assigned to the Board by the Secretary of Defense, the Deputy Secretary of Defense, or the Board’s sponsor. In addition, the Department, unless otherwise directed by an Act of Congress or Presidential directive, does not use representative members on DoD established or supported advisory committees.

The Secretary of the Army, pursuant to DoD policies and procedures, may appoint, as deemed necessary, non-voting consultants to provide special expertise to the Board. These experts and

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consultants, if not full-time or part-time government employees, shall be appointed under the authority of Title 5 U.S.C. § 3109, shall serve as special government employees, shall be appointed on an intermittent basis to work specific Board-related efforts, shall have no voting rights whatsoever on the Board or any of its subcommittees, and shall not count toward the Board's total membership. Six of the experts and consultants shall be designated "Senior Army Science Board Fellows" and shall be former Board members. All experts and consultants shall serve terms of appointments as determined by the Secretary of the Army, and those appointments shall be renewed, as appropriate.

4. Other Balance Factors: N/A

5. Candidate Identification Process: The Department, in selecting potential candidates for this advisory committee, reviews the educational and professional credentials of individuals with extensive professional experience in the areas of science, technology, manufacturing, acquisition, logistics, and business management functions. Candidates for appointment are typically selected from academia, industry/business, FFRDCs, non-profit organizations, and National Laboratories. Individual appointments are based on the subject matter being reviewed by the Board.

A formal request, soliciting potential candidates, is dispatched to senior Army officials, current members of the Board, technical directors of Service science and technology organizations, and FFRDCs that support the Army.

Once potential candidates are identified, the Designated Federal Officer (DFO) in consultation with the Board's other Federal staff, reviews each candidate's technical credentials, expertise, participation, and service on the Board (for those who have already served one term), balance across technical specialties, and employer categories. The DFO provides the list of candidates to the Board's Senior Executive Group (the Assistant Secretary of the Army for Acquisition, Logistics, and Technology, the Deputy Assistant Secretary of the Army for Research and Technology, and the Army Chief Scientist), who reviews the credentials of each individual, and narrows the list of potential candidates. The list of potential candidates is then forwarded to the Secretary of the Army.

During the Secretary of the Army review, he or she strives to achieve a balance between the educational and professional credentials of the individuals and the subject matter that he or she anticipates will be reviewed by the Board to achieve expertise in points of view regarding anticipated topics.

Prior to nominating the potential candidates, the list of candidates will undergo a review by the DoD Office of General Counsel and the Office of the Advisory Committee Management Officer to ensure compliance with Federal and DoD governance requirements; for example, compliance with the advisory committee's charter and membership balance plan. Following this review, the Secretary of the Army formally nominates the potential candidates to the Secretary of Defense for approval. Pursuant to DoD policy, only the Secretary of Defense or the Deputy Secretary of Defense can invite or approve the appointment of individuals to advisory committees established or supported by the DoD.

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Following the Secretary of Defense or Deputy Secretary of Defense approval, the approved candidates are required to complete the necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics for advisory committee members.

Board and subcommittee member vacancies will be filled in the same manner as described in the previous six paragraphs above.

The Secretary of Defense may approve the appointment of Board members for three-year terms of service; however, no member, unless authorized by the Secretary of Defense, may serve more than two consecutive terms of service. This same term of service limitation also applies to any DoD authorized subcommittees.

- 6. Subcommittee Balance:** The Department, when necessary, and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees deemed necessary to support the Board. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Board's sponsor.

The Secretary of Defense or the Deputy Secretary of Defense shall approve the appointment of subcommittee members in the same manner as Board appointments are made, and these individuals may come from the parent committee or new nominees, as recommended by the Board's sponsor and based upon the subject matter under consideration.

As required by the Board's charter, these subcommittees operate under the provisions of FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b), governing Federal statutes and regulations, and governing DoD policies/procedures.

- 7. Other:** The DoD adheres to the rules and regulations issued by the Office of Government Ethics and the Administration's prohibition against registered Federal lobbyists.
- 8. Prepared:** May 21, 2012